

May 29, 2013

Yolanda Cruz, President
Municipal Employees' Federation, AFSCME, Local 101
c/o Dr. MLK Jr. Library
150 E. San Fernando St.
San Jose, CA 95112

LaVerne Washington, President
Confidential Employees' Organization, AFSCME, Local 101
c/o City Attorney's Office
200 East Santa Clara Street
San Jose, CA 95113

Charles Allen, Business Agent
AFSCME, Local 101
1150 N First Street #101
San Jose, CA 95112

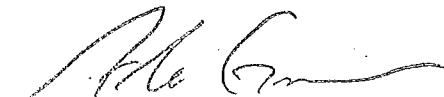
Re: Exemption Process

Dear Yolanda, LaVerne and Charles:

As discussed during the AFSCME negotiation sessions on May 15, 2013, and May 23, 2013, this letter is to confirm that the Human Resources Department (HR) will establish internal processes regarding the exemption process to notify MEF and CEO when an exemption request involving employees represented by either MEF or CEO is granted by HR for a position represented by either MEF or CEO. Such notice shall be provided to MEF or CEO at least one business day prior to providing notification to the affected employee(s).

Please let me know if you have any questions.

Sincerely,



Alex Gurza
Deputy City Manager and Acting Human Resources Director

c: Jennifer Schembri, Deputy Director of Employee Relations
Sarah Nunes, Division Manager